

TOWN *of* ENFIELD

Annual Report

2004 2005



A Message from the Town Mayor

To the Citizens of Enfield:

During 2005, Enfield moved forward on many issues; public service improvements, private sector investment and growth, a continuing increase in our commitment to the youth of the town, and a renewed commitment to keeping the promises tendered during an election year.

The one thing that remains constant in life is change. As ironic as this may sound, it is all but true. Enfield has been no exception. The town has five (5) new members on the Town Council, a new Police Chief has been hired, a town-run Emergency Medical Service System has begun with great efficiency and success, and you, the citizens, voted overwhelmingly to improve the town athletic fields by saying yes to the High School Athletic Field referendum.

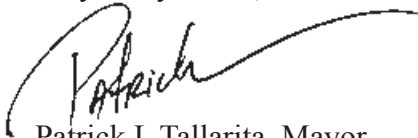
Couple these successes with a continued growth in business development, and Enfield is poised for further success in 2006.

I would be remiss if I did not mention the “heart” of Enfield. The devastation of Hurricanes Katrina and Rita that ravaged the Gulf Coast sounded a beacon in Enfield. So many residents donated items that Enfield sent two (2) tractor trailer loads south to assist those most affected. In October, our town was affected by widespread flooding. Our Police, Fire and Public Works Departments rose to the occasion, working overtime to insure the safety and well-being of our citizens. Many in our community reached out to aid their neighbors and offered assistance. Enfield’s compassion continues to make me so very proud.

2006 will present new challenges and greater opportunities. Infrastructure improvements will continue to be a top priority, as well as attracting new employers to our town while retaining current employers by making it a better place to conduct their business. Town government will continue to increase and improve upon its services, and search for new and innovative ways to increase efficiency, and decrease redundancy, helping to save vital tax dollars.

In many ways, Enfield is a community on the move. The Council, Town Administration and I are dedicated to making Enfield a better place to live, work and raise a family. You also have a commitment to our town. I encourage you to contact your elected officials and to share with them your concerns and views. You may want to attend a Town Council meeting, volunteer for a board or commission, or visit our town website to learn more about and become active in town government.

Very Truly Yours,

A handwritten signature in black ink, appearing to read "Patrick L. Tallarita", with a long, sweeping horizontal line extending to the right.

Patrick L Tallarita, Mayor
Town of Enfield

TOWN COUNCIL 2005-2007



Seated L to R: Councilman Scott Kaupin, District 3; Deputy Mayor Kenneth Hilinski; Mayor Patrick Tallarita; Councilman Cynthia Mangini;
Standing L to R: Councilman William Lee; Councilman Kenneth Nelson; Councilman William Ragno; Councilman Patrick Crowley; Councilman Douglas
Maxellon, District 4; Councilman Brian Peruta, District 1.
Missing from Picture: Councilman William Edgar, District 2.

DEPARTMENT HEADS



Seated L to R: Daniel Vindigni, Assistant Town Manager; Gregory Simmons, Finance Director; Maria Stavropoulos, Senior Assistant Town Attorney;
Jose Giner, Planning Director; Scott Shanley, Town Manager; Suzanne Olechnicki, Town Clerk; William Mahoney, Human Resources Director;
Charlene Bond, IT Director.
Standing L to R: Ronald Marcotte, Chief of Police; Christopher Bromson, Town Attorney; Arthur Groux, EMS Director; William Strachan, Risk Manager;
Raymond Warren, Economic Development Director; Henry Dutcher, Library Director; John Kazmarski, Public Works Director.

A Message from the Acting Town Manager

Dear Residents of Enfield:

When the Council first sought to appoint me as Acting Town Manager, I was reluctant to accept. Having served the residents of the Town of Enfield for the past 16 years as Town Attorney, I was familiar with many of the Manager's weighty responsibilities and the time necessary to effectuate the Council's policies and goals. However, in responding to the Council's request to assist in the transition from one Manager to another, I can honestly say that I am thoroughly enjoying this challenge and my service in this new and expanded capacity. I would like to take the opportunity to thank all of the Town employees who have continued in their dedicated service to the Town, and who have been invaluable in helping to make the transition a smooth one.

The Town has experienced considerable progress and change during the past year. The ROAD2000 project is drawing to a close and we are about to embark on the equally ambitious ROAD2005 project. The Enfield High School renovation has been completed and improvements continue to be made to the Library. The Emergency Medical Service program has been seamlessly implemented and a new Director hired. The EMS program has acquired new equipment and has hired and trained new employees. The Town's enforcement of its delinquent tax policy has resulted in the collection of unpaid property taxes. Town officials continued to attract new businesses and industry to Enfield and work with local businesses to expand their operations and facilities in Enfield, leaving very few vacant commercial or industrial sites.

In October, the Town was ravaged by severe rainfalls which caused flooding and property damages. Town employees have worked hard to assist the affected property owners. We have also been diligently pursuing financial aid from FEMA and the SBA to help alleviate the costs incurred in repairing these damages.

There have also been several key personnel changes. Among them, long-time Police Chief Ronald Marcotte retired after 36 years on the force and Deputy Chief Carl Sferrazza was promoted to Chief of Police. Anjo Timmerman was promoted from Captain to Deputy Chief. Both men have served the Police Department admirably and capably for many years. I am confident in their abilities and know that they will continue to successfully lead the Police Department into the 21st century.

In closing, let me thank the Council and the residents for this latest opportunity to serve the Town of Enfield. Our office will continue to pursue the interests of, and improve the quality of life for the residents of Enfield.

Respectfully,

A handwritten signature in black ink, appearing to read 'Chris Bromson', with a long, sweeping horizontal line extending to the right.

Christopher W. Bromson
Acting Town Manager

RECREATION

PROGRAM INFORMATION AND DATA

The Recreation Administration Division is responsible for the operation of the Town's recreation programs. The division provides for the development of new programs to meet the needs of the Town's residents of all ages.

DEPARTMENT GOALS

1. Introduce new recreational opportunities to residents of all ages.
2. Expand the summer day camp program to include pre-school children.
3. Continue renovations of the Angelo Lamagna Activity Center building and pool.

ACCOMPLISHMENTS

The Recreation Division was happy to bring back the Annual Fishing Derby in June 2005. The event was very successful with over 500 participants in attendance. We had a record number of fish caught and everyone enjoyed the newly renovated Freshwater Pond.



Other accomplishments include:

1. Renovation work at the Angelo Lamagna Activity Center included refinishing the gym floor and updating office space on the second floor.
2. Coordinated Master Plan improvements at Brainerd Park including renovation of softball fields and installation of new playscape and tot-lot.
3. Installed a new playscape and tot-lot at Green Manor Park.
4. Renovated the basketball court at Whit Acres Park.
5. Introduced new programming that included: Performing Arts, Mad Science, and Sky Hawks sports camps.
6. Had 231 kids participate in Camp Tons-O-Fun. The camp was fully self-sustaining with no financial support from the general fund.
7. Serviced over 5,200 participants in programs and events.



The Recreation Division continues to implement new administrative changes to provide better services to the residents. Any comments or new program ideas are always welcome.

DIVISION STAFF

Mary Keller	Recreation Supervisor
Amy Skrzyniarz	Asst. Recreation Supervisor
Lois Anderson	Secretary

SENIOR CENTER

PROGRAM INFORMATION AND DATA

The Enfield Senior Center, located at 299 Elm Street, serves as the Town's focal point for services to older adults. Those in the community who have reached the age of 55 have the opportunity to work out in the new fitness center, learn to dance, take tai chi or yoga, explore their creative side in painting and craft classes, enjoy a noon meal, learn about computers with the latest technology, take a trip for a day, weekend or longer, and participate in many social events



and activities. Services such as tax assistance, Medicare assistance, blood pressure and foot care screenings are offered.

DEPARTMENT GOALS

1. To serve as a resource for all community mature adults and provide opportunities for learning, leadership, volunteerism, information and referral and social activities.
2. To provide awareness and outreach to older community adults about services available.
3. To provide a warm and inclusive environment for all community elders.

ACCOMPLISHMENTS

1. New classes were offered in Meditation, Circuit Training, Stretch, Strengthen and Roll, Mixed Media, Beginning Water Color, Learn to Knit and Aromatherapy. A second Craft Fair and Bake Sale was added and to support it, a craft group was begun, the Craft Fair Crafters.



2. Forty-five SeniorNet Learning Center computer classes were offered. Satisfaction levels are high as reported in post-session evaluations. There were 270 older adults trained in the use of computers. There are 30 volunteer instructors and coaches.
3. Attendance in the fitness center has remained steady and self-reported outcomes indicate a high level of satisfaction.
4. In an effort to track volunteer activities and to acknowledge their efforts, the volunteer database has been updated and revised. There are currently 293 volunteers.

DIVISION STAFF

Susan Lather	Director
Susan Gouin	Health and Fitness Program Coordinator
Nancy Darrah	Program Coordinator
Ruth Moxom	Administrative Assistant
Elaine Olson	Secretary

PROGRAM INFORMATION AND DATA

The Department of Human Resources has four main components, labor relations/collective bargaining, personnel administration, benefits administration and training. Under the labor relations component the Department negotiates and administers the Town's collective bargaining agreements. Personnel administration is the daily maintenance of the Town's Human Resources Information System (HRIS), including the interviewing, hiring, promoting and retiring of Town employees. Benefits administration is responsible for coordinating the health, life and dental benefits of all Town employees and monitoring the worker's compensation system. Training/employee assistance provides training for Town employees and for members of the public in our job training program.

DEPARTMENT GOALS

1. Complete the hiring process for the new EMS Department.
2. Continue with ongoing training, tours, EAP, and Job training grants. Keep HRIS current and finish job description project.
3. Assist with interviewing applicants for employment with the Town and conducting background investigations.

ACCOMPLISHMENTS

1. The Department of Human Resources filled over 43 positions this year, including the following positions: Director of EMS; Director of Social Services; Network Manager; 4 Clerk/Typists; Deputy Director of Child Day Care; 3 Teachers and 4 Teacher Aides for Child Day Care; 4 Dial-A-Ride Drivers; 3 Police Officers; 5 Public Works employees; 3 Emergency Medical Technicians; 2 volunteer Emergency Medical Technicians; and a number of other employees. Thirty-three employees left Town employment this year with 7 retiring. The promotion or transfer of employees filled a number of vacancies.
2. The Town processed approximately 1,450 applications this year. Processing applications includes many of the following components, depending on the position an applicant has applied for: filing applications, notifying applicants of tests, testing, interviews, physical exams, drug testing, psychological examinations, driver history checks, background checks and offers of employment.

3. This year the Town completed the arbitration process with AFSCME Council 15, Local 798, which represents police officers, sergeants, lieutenants and animal control officers. The parties initially had 65 issues which went to binding arbitration before the State Board of Mediation and Arbitration. Due to the vast number of issues and the need for multiple hearing dates, the arbitration has taken a very long time. The parties completed the presentation of their cases in FY05, and a decision is due in early FY06.
4. The Town also began negotiations with AFSCME Council 4, Local 1029 in FY05. This union represents public works, police dispatchers, and library employees. This office hopes to conclude these negotiations in FY06.
5. Enfield was fortunate to see the lowest level of worker's compensation claims in eight years! In FY05 there were only 86 claims. This is largely due to employees watching out for their own personal safety; safety training by the Town and outside agencies; and Loss Control Committee meetings, where employee representatives let the Town know about areas of concern that need to be reviewed or altered to make the workplace safer.
6. Completed a grant from the Workforce Development Board that allowed ten people to receive training as Commercial Drivers.
7. Maintained the HRIS data collection of all the education and training for all Town employees. Distributed the information to each Town employee and received information to keep all records current. Information sheets will be distributed once a year to make certain that all information is current.
8. Conducted several orientation tours for new employees.
9. Commenced rewriting the job descriptions for all Town employees for FLSA compliance.

DIVISION STAFF

William Mahoney	Director
Gail Miller	Training/EAP Coordinator
Dawn Maselek	Personnel Administrator
Darlene McGuire	Benefits Administrator

DEPARTMENT OF LIBRARIES

PROGRAM INFORMATION & DATA

The Enfield Public Library provides multiple resources to meet the educational, cultural, recreational and technological needs of the community. Through excellent customer service, we offer equitable access to all and create a friendly and safe atmosphere of learning.

DEPARTMENT GOALS

1. Hire a dynamic Head Children/Teen Services Librarian capable of continuing to develop the programs and services in the Children/Teen Department.
2. Increase user base and circulation of collection; continue development of the enhanced audio/visual collection including books on CD, DVD and MP3 audiobooks.
3. Develop an adult literacy collection.
4. Establish a "hot spot" and bring online PC management software in collaboration with the IT department.
5. Finish long range plan for library improvements and space needs. Start to develop the plans goals and objectives.

ACCOMPLISHMENTS

1. The Central library is now open on Saturday's in the summer.
2. Participation in the Town "One Book" program was overwhelming. We had hundreds of participants at "Enfield Reads Together" book

discussions and special events. The title for the third year's book is "Alice's Adventures in Wonderland."

3. Through a grant from NASA and the American Library Association the library hosted a NASA curriculum lab during the month of February. Much programming was also developed and held, highlighted by a visit from Astronaut Story Musgrave.
4. The library's event calendar is now available through the Town web site.
5. In coordination with the Information Technology Department, we brought the Central library on to the Town network.
6. Physical changes in the Children's Department were completed with the installation of the Francis "Roxy" Burke Reading Corner.
7. The summer reading program saw 751 children sign up to participate, a 12% increase over the previous year. The summer programs proved so popular, that tickets must be given out due to lack of space.

DIVISION STAFF

Henry Dutcher	Director
Mary Palomba	Assistant Director
Ellen Buckley	Head Children/Teen Services
Cheryl Beturne	Reference Librarian
Yvonne Wollenberg	Head of Circulation
Colleen Santanella	Branch Librarian
Lisa Ellis	Administrative Assistant

January 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 New Year's Day — Town Hall Closed Trash Collection Delayed One Day	3 Cultural Arts 6:30 pm — Town Council 7:30 pm	4	5 Planning & Zoning 7:30 pm	6	7
8	9	10 Conservation 7:00 pm — Board of Education 7:30—JFK	11	12 Revitalization 7:00 pm	13	14
15	16 Martin Luther King Jr Day — Town Hall Closed Trash Collection Delayed One Day	17 Town Council 7:30 pm — Inland Wetlands 7:30 pm	18	19 Planning & Zoning 7:30 pm	20	21
22	23	24 Beautification 7:00 pm — Board of Education 7:30—Enfield St	25 Historic District 7:00 pm	26	27	28
29	30 Library Board-8:30 am — Zoning Board of Appeals 7:00 pm	31				

OFFICE OF THE TOWN ATTORNEY

PROGRAM INFORMATION & DATA

The Office of the Town Attorney provides legal guidance to the Town Council, Town Boards and Commissions, Town officials and the Town's administrative departments. As legal counsel, the Office of the Town Attorney represents the Town and its agencies before State and Federal Courts and administrative agencies and arbitration panels. The Office issues legal opinions regarding state and local laws and regulations. It also prepares and reviews contracts, grant applications and deeds to and from the Town. The Office also monitors personal injury and property damage cases assigned to outside counsel pursuant to the Town's insurance policies.

DEPARTMENT GOALS

1. Continue to provide preventative and proactive counsel to Town officials, agencies, boards, commissions, the Town Manager and Town staff.
2. Strive to protect and preserve the Town's legal interests through various means, among them: research and write legal opinions; review and draft ordinances, contracts and agreements; vigorously and successfully represent and defend the Town's interests in litigation, claims, arbitration and similar proceedings; oversee and facilitate property acquisitions, sales and condemnations; safeguard and limit the Town's liability; expedite and accelerate resolutions of dormant cases.

ACCOMPLISHMENTS

1. Drafted Property Tax Abatement Agreements for three businesses that relocated to Enfield and made substantial investments in the construction of facilities; and one existing business that conducted a large-scale expansion of its facilities.
2. Continued to advance the Council's policy of collection of delinquent taxes through property tax foreclosure actions.
3. Assisted in the overall review and revision of Town ordinances.
4. Acquired easements to facilitate the ROAD 2005 project.
5. Resolved, to the satisfaction of all parties, a zoning appeal involving the challenge to an approval of a special use permit for a heliport.
6. Assisted in the negotiation of the lease for the new Child Day Care Center on South Road.
7. Helped facilitate the implementation of the condominium trash collection plan.

DEPARTMENT STAFF

Christopher Bromson	Town Attorney
Maria Stavropoulos	Senior Assistant Town Attorney
Mark Cerrato	Assistant Town Attorney
Mary Trask	Legal Secretary
Maureen Hamel	Administrative Legal Clerk

February 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 Planning & Zoning 7:30 pm	3	4
5	6 Town Council 7:30 pm	7 Cultural Arts 6:30 pm — Inland Wetlands 7:00 pm	8	9 Revitalization 7:00 pm	10	11
12	13 Lincoln's Birthday Observed — Trash Collection Delayed One Day	14 Conservation 7:00 pm — Board of Education 7:30—JFK	15	16 Planning & Zoning 7:30 pm	17	18
19	20 Presidents' Day — Town Hall Closed Trash Collection Delayed One Day	21 Town Council 7:30 pm — Inland Wetlands 7:30 pm	22 Historic District 7:00 pm	23	24	25
26	27 Ethics Commission 7:00 pm — Zoning Board of Appeals 7:00 pm	28 Beautification 7:00 pm — Board of Education 7:30—JFK				

PUBLIC SAFETY / POLICE DEPARTMENT

PROGRAM INFORMATION & DATE

The overall objectives of the Police Department are to continue working with citizens as partners to provide for a safe community. To ensure that all citizens enjoy an enhanced quality of life, we will strive to ensure that the rights of every individual are protected, while at the same time, enforce the laws we are sworn to uphold.

DEPARTMENT GOALS

1. To complete audio and visual in cell area to reduce liability.
2. Automated Fingerprint Identification System to be operational in-house with the State-wide system.
3. Train all officers in the use of chemical and biological equipment, suits and masks.
4. Expand training consistent with Homeland Security.
5. Have a K-9 team in training before the end of the fiscal year.

ACCOMPLISHMENTS

1. Obtained LOCATOR computer. The division is now connected to a national missing person's network.
2. Completed the thirteenth police citizen academy and the seventh youth citizen academy.
3. TRIAD program with seniors.
4. Conducted bullying prevention program in the elementary schools.

5. Dispatchers trained in Emergency Medical Dispatch.
6. School Resource officer's vehicles displaying school symbol.

DEPARTMENT STAFF

Ronald G. Marcotte, Sr.
Carl Sferrazza
Anjo Timmerman
Carol I. Donle

Chief
Deputy Chief
Captain
Secretary III



Chief Ronald Marcotte reads to the students at St. Adalbert's School.

March 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Ash Wednesday	2 Planning & Zoning 7:30 pm	3	4
5	6 Town Council 7:30 pm	7 Cultural Arts 6:30 pm — Inland Wetlands 7:00 pm	8 Prison Liaison 7:00 pm	9 Revitalization 7:00 pm	10	11
12	13	14 Conservation 7:00 pm — Board of Education 7:30—Parkman	15	16 Planning & Zoning 7:30 pm	17 St. Patrick's Day	18 St. Joseph's Day
19	20 Town Council 7:30 pm	21 Inland Wetlands 7:00 pm	22 Historic District 7:00 pm	23	24	25
26	27 Zoning Board of Appeals 7:00 pm	28 Beautification 7:00 pm — Board of Education 7:30—JFK	29	30	31	

PUBLIC SAFETY / EMERGENCY MEDICAL SERVICES

PROGRAM INFORMATION & DATA

During the second half of the fiscal year efforts to implement a Town run EMS system were started with the hiring of a new Director and personnel. The formalization of policies and practices within this new department are well underway to include the development of a comprehensive community education campaign to begin in the next fiscal year. It has been a time of much change in improvement in EMS within the Town of Enfield and many more improvements are on the horizon.

DEPARTMENT GOALS

1. Implementation of a comprehensive EMS plan to include the following:
 - a. Staffing of two units 24 hours a day.
 - b. Paramedic coverage on 1 Enfield EMS Ambulance 24 hours a day 7 days a week.
 - c. Review of call volume demand by time of day, day of week.
 - d. Review of resources and addition of staffed units during projected peak demand times.
 - e. Placement of personnel and resources at old Enfield Fire house on Rte 5 during appropriate times.
 - f. Establishing measurable performance standards for the delivery of prompt professional care at the appropriate level.

2. Development of a comprehensive EMS supply list and three-year bid for needed supplies.
3. Development of a comprehensive community education campaign to focus on changes and improvements to the Town EMS system and injury and illness prevention within the Town.

ACCOMPLISHMENTS

1. Replacement and updating of Ambulance fleet with the help of the American Legion, John Maciolek, Post #154.
2. Approval from the State of CT to operate a paramedic level ambulance service.
3. Establishment of a policy and procedure system.
4. Development of a successful bid process for acquisition of needed uniform items.
5. Development of training program for new police department AED's.
6. Successful bi-annual inspection of our ambulance fleet.
7. Development of training process for our new members.
8. Recruitment of volunteers to assist in staffing our ambulances.

DEPARTMENT STAFF

Art Groux Director

April 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2 Daylight Savings Time Begins	3 Town Council 7:30 pm	4 Cultural Arts 6:30 pm — Inland Wetlands 7:00 pm	5	6 Planning & Zoning 7:30 pm	7	8
9	10	11 Conservation 7:00 pm — Board of Education 7:30—JFK	12	13 Revitalization 7:00 pm	14	15
16 Easter	17 Town Council 7:30 pm	18 Inland Wetlands 7:00 pm	19	20 Planning & Zoning 7:30 pm	21	22
23	24 Library Board—8:30 am — Ethics Commission 7:00 pm — Zoning Board of Appeals 7:00 pm	25 Beautification 7:00 pm — Board of Education 7:30—Nathan Hale	26 Historic District 7:00 pm Administrative Professionals' Day	27	28	29
30						

COURT OF PROBATE

PROGRAM INFORMATION & DATA

The Court of Probate, District of Enfield is a part of the unique Connecticut probate system of 123 courts. The citizens of Enfield elect the probate judge every four years. Susan L. Warner was first elected in 1994, has been re-elected twice, and continues to serve as the Town's Judge of Probate. The Court serves the Town residents in a variety of areas according to jurisdiction as set out in the Connecticut General Statutes, which includes, but is not limited to, overseeing the administration of decedent's estates and trusts, appointing conservators for incapable adults, appointing guardians for minors and adults with mental retardation, name changes, and adoptions. The Court also processes passport applications as an agent for the U.S. Department of State. In 2005 the Governor signed into law a public act accelerating the succession tax phase out, replacing it with a unified Connecticut gift and estate tax. As a result, no succession tax returns will be required with reference to deaths occurring on or after January 1, 2005. However, estate tax returns will be required in each estate.

DEPARTMENT GOALS

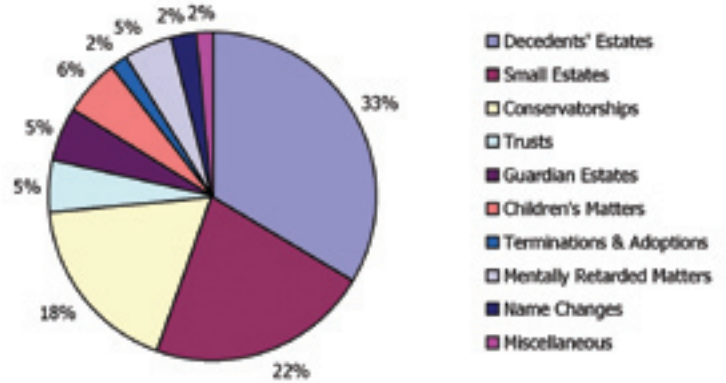
1. Continue to serve the Town in all areas of jurisdiction as set out by Statute.
2. Implement a new record-keeping system under the direction of the Probate Court Administrator's office utilizing the latest technology.
3. Computerize all estate volume and page references back to the establishment of the Court in 1831 for ease of public use in accessing closed matters.

ACCOMPLISHMENTS

1. Received an excellent review on the Probate Court Administrator's biennial court inspection.
2. Added a Court web page on the Town's web site, including links to probate pamphlets and forms, succession and estate tax information and forms and U.S. passport information and forms.
3. Directed and provided assistance to Enfield citizens in over 930 probate matters in 2004.

DEPARTMENT STAFF

Susan L. Warner	Judge of Probate
Linda Chrzanowski	Probate Clerk
Michelle L. Tallis	Assistant Probate Clerk



May 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Town Council 7:30 pm	2 Cultural Arts 6:30 pm — Inland Wetlands 7:00 pm	3	4 Planning & Zoning 7:30 pm	5	6
7	8	9 Conservation 7:00 pm — Board of Education 7:30—JFK	10	11 Revitalization 7:00 pm	12	13
14 Mother's Day	15 Town Council 7:30 pm	16 Inland Wetlands 7:00 pm	17	18 Planning & Zoning 7:30 pm	19	20
21	22 Zoning Board of Appeals 7:00 pm	23 Beautification 7:00 pm — Board of Education 7:30—JFK	24 Historic District 7:00 pm	25	26	27
28	29 Memorial Day — Town Hall Closed Trash Collection Delayed One Day	30	31			

TOWN CLERK

PROGRAM INFORMATION AND DATA

The Town Clerk's Office is responsible for land record management, election/primary returns, registration and statistical analysis of vital records and is the controller of canine, sportsmen and other various licensing. Also, assistance is afforded the public, serving as a communication link between the citizens and their Town Government, providing access to information which is essential to their participation in the democratic process.

DEPARTMENT GOALS

1. To finalize re-formatted Town Code of Ordinances.
2. To continue verification of older Town land records to allow merge of information into computerized general index.
3. To plan for the preservation of historical documents and apply for State and other grants, as available.

ACCOMPLISHMENTS

1. Managed the recording and disposition of 11,993 land records, 1,035 vital events, 151 trade names, 61 liquor permits, 4,536 dog licenses and 2,652 sporting licenses.
2. Successful with a grant application to the State of Connecticut Historical Documents Preservation Grant Program for \$12,000.
3. Completed conversion of recorded town clerk maps to web browser format with availability for viewing and printing by Town departments.
4. Completed project to verify Town land records to July 1, 1982 and merged updated information into General Land Records Indexes.

DEPARTMENT STAFF

Suzanne F. Olechnicki	Town Clerk
Karen L. Coolong	Deputy Town Clerk
Joyce Plasse	Assistant Town Clerk
Joanne Beckett	Clerk
Mildred M. Cimino	Clerk
Colleen Ann Cross	Clerk
Sandra Oborski	Clerk
Carol Parda	Clerk

RECORDS MANAGEMENT

The Records Management Division of the Town Clerk's Office is responsible for planning, organizing, directing and controlling a Town-wide records management program. Beginning with a comprehensive inventory and appraisal of Town records, the division continues to establish standards, procedures and techniques for the effective management and disposition of Town records.

DEPARTMENT GOALS

1. Continue to maintain and plan for future storage and records management needs.
2. Continue to create and process State records disposal authorizations and to maintain a permanent record of disposal with the Town Clerk.
3. Continue to assist Town departments to manage active and inactive records through records analysis, creation of file plans, files improvement and equipment recommendations as well as assisting with retention schedules, storage, retrieval, research, and approved records disposition.

DEPARTMENT ACCOMPLISHMENTS

1. Access to information continues to improve. Centralized databases provide helpful assistance to all departments to locate information quickly and easily.
2. Application of records management principles and practices continues to improve.

DEPARTMENT STAFF

Cindy Hall	Records Manager
Thomas J. Meyer	Records Clerk

June 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Planning & Zoning 7:30 pm	2	3
4	5 Town Council 7:30 pm	6 Cultural Arts 6:30 pm — Inland Wetlands 7:00 pm	7	8 Revitalization 7:00 pm	9	10
11	12	13 Conservation 7:00 pm — Board of Education 7:30—JFK	14 Prison Liaison 7:00 pm Flag Day	15 Planning & Zoning 7:30 pm	16	17
18 Father's Day	19 Town Council 7:30 pm	20 Inland Wetlands 7:00 pm	21	22	23	24
25	26 Ethics Commission 7:00 pm — Zoning Board of Appeals 7:00 pm	27 Beautification 7:00 pm — Board of Education 7:30—JFK	28 Historic District 7:00 pm	29	30	

July 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 Town Council 7:30 pm	4 Independence Day — Town Hall Closed Trash Collection Delayed One Day	5 Inland Wetlands 7:00 pm	6 Planning & Zoning 7:30 pm	7	8
9	10	11 Conservation—7:00 pm — Board of Education 7:30—Henry Barnard	12	13	14	15
16	17 Town Council 7:30 pm	18 Inland Wetlands 7:00 pm	19	20 Planning & Zoning 7:30 pm	21	22
23	24	25 Beautification 7:00 pm	26 Historic District 7:00 pm	27	28	29
30	31 Library Board—8:30 am — Zoning Board of Appeals 7:00 pm					

August 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 Town Council 7:30 pm	8	9	10 Revitalization 7:00 pm	11	12
13	14	15	16	17	18	19
20	21 Town Council 7:30 pm	22 Beautification 7:00 pm — Board of Education 7:30—Henry Barnard	23	24	25	26
27	28 Ethics Commission 7:00 pm	29	30	31		

PROGRAM INFORMATION & DATA

Technology in the Town of Enfield has evolved into a sophisticated network involving every department in many locations. This technology helps employees to be more efficient and effective within the organization through the use of Business Process Support Systems. Technology assists Town of Enfield departments in meeting their goals.

The Town of Enfield uses various server based Business Process Support Systems including: Police Records, Insurance Benefits, Payroll, Human Resources, Fleet Management, Assessor's Records, Tax Collections, Financial Systems, Town Clerk's Records and others. Town participants also use MS Office XP, MS Publisher and MS Exchange. Various PC based packages such as AutoCAD, Road and Street Inventory, Renter Program, etc., are used for specific departmental purposes.

The IT Department provides services to Town of Enfield departments and divisions for internal services. With the ever expanding use of the Internet and the implementation of computer labs for public use and other services, the focus is changing to include external public service. The IT Department is working to provide access to information to the public via the Internet. The Town of Enfield's web site was redesigned and is now available at www.enfield-ct.gov or www.enfield.org. Many new features have been added to the cornerstone of the Town's E-Government initiative. Please take our web survey <http://www.enfield-ct.gov/content/3241/default.aspx> and let us know what you like. Send any ideas or comments to ITDirector@enfield.org

The mission of the IT department is to deliver high-quality, reliable, secure information technology services and to provide forward-looking comprehensive solutions that increase efficiency and bring government closer to people and business.

DEPARTMENT GOALS

1. Service Continuity - Keep the lights on. Continue to provide services necessary to maintain high availability of service levels. Efficiently manage the risk of security exposure or compromise of systems.
2. Business Needs - E-Government. Move forward with new services for all participants, the community and Town of Enfield departments.
3. Bridge the Digital Divide - Provide information on demand, anytime and anywhere through the Internet, Intranet and Extranet. Provide support services to maintain the skill levels necessary for all participants.
4. Provide E-Government solutions via Web/Helpdesk/CRM that move government closer to people and business. Mail comments to ITDirector@enfield.org or Webmaster@enfield.org
5. Implement changes to infrastructure that increase efficiency through remote management of network equipment and ensure security of the Town of Enfield Network.
6. Promote an enterprise view of technology while meeting participant specific needs.

September 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 Labor Day — Town Hall Closed Trash Collection Delayed One Day	5 Cultural Arts 6:30 pm — Town Council 7:30 pm — Inland Wetlands 7:30 pm	6	7 Planning & Zoning 7:30 pm	8	9
10	11	12 Conservation 7:00 pm — Board of Education 7:30—JFK	13 Prison Liaison 7:00 pm	14 Revitalization 7:00 pm	15	16
17	18 Town Council 7:30 pm	19 Inland Wetlands 7:00 pm	20	21 Planning & Zoning 7:30 pm	22	23 Rosh Hashanah
24	25 Zoning Board of Appeals 7:00 pm	26 Beautification 7:00 pm — Board of Education 7:30—JFK	27 Historic District 7:00 pm	28	29	30

ACCOMPLISHMENTS

1. www.enfield-ct.gov was redesigned to improve accessibility, appearance and ease of use. Content Management software was implemented to add features such as the Alerts, Events, Calendar and Survey areas, giving Town Departments the ability to post their own content to these areas. Other new items: New Organization and Navigation, Web Statistics, Officials Booklet, TRIAD Safety Survey, Accessibility Guidelines, Glossary and a Site Map.
2. Maintain Business Continuity for Telephone Services and Telecommunications. Support Participants and sustain Security Issues, General Network Health, Desktops, Servers, License and Service Contracts, Software Systems Maintenance, and Software Development. Microsoft NT Server, Exchange, Proxy, Sequel Server, SMS, IIS and HP OpenVMS updates and upgrades.
3. Security: Protect TOE Desktops, Servers, Network gear, firewalls, e-mail, etc., from cyber attacks, worms, viruses, spyware, spoofing, etc., through proactive vulnerability assessment and correction. Apply additional security measures as they become available.
4. Server replacement and repurposing was completed in planning for the implementation of Windows Server 2003 and Active Directory. Terminal Services was implemented for specific applications.
5. New software packages for Departmental Image Management, Miscellaneous Receivables, and the Integration of Property Images into the CAMA System have been implemented and supported.
6. Standards for Browser Based Applications are being developed. The Town Clerk's Index of Surveys and Maps, and a Client Tracking System for Social Services were developed and implemented.
7. The Network infrastructure was enhanced through updated premise wiring at several locations, additional security measures, the addition of multiple locations to the Wide Area Network and changes to client/patron accessibility.
8. Training Courses and Workshops were offered for Town of Enfield employees and for various Town of Enfield clients. Courses included MS Office XP, MS Publisher, AutoDesk Land Desktop Software, Outlook, and Content Management.
9. Support provided for client/patron computer labs, tax assistance program, various workshops and volunteers making computer services available to clients and patrons.

DEPARTMENT STAFF

Charlene S. Bond	Director
Lori Parker	Technical Project Coordinator
Janet Graham	IT/Telecom Coordinator
Robert Murray	Systems Development Manager
Cynthia Murphy	Systems Analyst
Peter Ohs	Webmaster
Edwin Heaney	Database Analyst
Sharon Renaudette	Programmer/Analyst PT
Stanley Dunn	Programmer/Analyst PT
Carl Merrick	Network Administrator
Wayne Maynard	IT Technician
Robert Sperrazza	GIS Manager

October 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Town Council 7:30 pm Yom Kippur	3 Cultural Arts 6:30 pm — Inland Wetlands 7:00 pm	4	5 Planning & Zoning 7:30 pm	6	7
8	9 Columbus Day — Town Hall Closed Trash Collection	10 Conservation 7:00 pm — Board of Education 7:30—JFK	11	12 Revitalization 7:00 pm	13	14
15	16 Town Council 7:30 pm National Bosses' Day	17 Inland Wetlands 7:00 pm	18	19 Planning & Zoning 7:30 pm	20	21
22	23 Ethics Commission 7:00 pm	24 Beautification 7:00 pm — Board of Education 7:30—Hazardville	25 Historic District 7:00 pm	26	27	28
29 Daylight Savings	30 Library Board—8:30 am — Zoning Board—7:00 pm	31				

ECONOMIC DEVELOPMENT

PROGRAM INFORMATION & DATA

The Economic Development office conducts programs, services and activities aimed at business recruitment, attraction and expansion. The services and programs include economic research, financing, site development, project management, business advocacy, marketing, case management and liaison to the programs and services of regional, state-wide and national entities; both public and private, for the benefit of investment in Enfield so as to create jobs and expand the tax base. The office works in close coordination with all Town departments that can impact investment in Enfield.

DEPARTMENT GOALS

1. Offer professional economic development services to retain existing businesses and recruit new ones.
2. Increase the supply of ready to build sites for commercial and industrial construction.
3. Encourage redevelopment efforts for vacant and deteriorated properties in commercial zones.
4. Promote regulatory changes, consistent with community standards, to continually improve the business environment.
5. Represent Enfield in regional, state, and national forums in order to promote intelligent growth policies.



New Best Buy Store at Elm Plaza.



Enfield Federal Savings Bank Headquarters rises at corner of Elm Street and Enfield Street.

ACCOMPLISHMENTS

1. Partnered with Town departments in successful renovation project at Mass Mutual.
2. Promoted implementation of long planned Northgate Improvements Project.
3. Expanded business visitation efforts to better understand private business conditions at Enfield's businesses.
4. Promoted regional economic development strategy project, now underway in 2005.

DEPARTMENT STAFF

Raymond Warren Director
Janice Ouellette Secretary



The Former Radisson is now a Crowne Plaza Hotel after recent renovations.



New Mass Mutual parking garage at Bright Meadow campus.

COMMUNITY DEVELOPMENT

PROGRAM INFORMATION & DATA

The Office of Community Development (OCD) is responsible for administering funds from the State's Small Cities Block Grant Program and other related programs. The division utilizes State and Federal funds to help improve the lives and living conditions of the Town's poorest citizens, thereby improving the community for all. The OCD operates several core redevelopment programs including, housing and commercial rehabilitation loans, public facility improvements, first-time homebuyer loans, and small business and job creation opportunities. The office is also responsible for responding to housing code violations and has one full-time housing code inspector. The OCD provides technical support to several Town boards and committees including, the Revitalization Strategy Committee, Loan Review Committee and the Fair Rent Commission. The division is also charged with coordination of, and preparing for, community development activities that work to enhance the Town's built environment.

DEPARTMENT GOALS

1. Utilize existing grant funds and recaptured program income to target areas of particular need and concern.
2. Identify and obtain new funding sources to address current and future community development needs.
3. Concentrate community development efforts in traditional village centers such as Thompsonville and Hazardville.
4. Evaluate program objectives and processes to ensure that activities are meeting their desired outcomes both efficiently and effectively.
5. Work to better promote the objectives of the office and the benefits of specific programs. Work to encourage more citizen participation during program development.

ACCOMPLISHMENTS

1. Completion of the Freshwater Pond Restoration Project. Planning underway for improvements to south side of pond. (Photo at upper corner).



2. Approved two first-time homebuyer loans under the new grant program. The program provides forgivable loans to first-time homebuyers who need financing assistance in order to purchase a home in Enfield.
3. OCD assisted in the sale and proposed redevelopment of 92 Main Street, Thompsonville. This commercial property was taken by the Town for back taxes, and was sold to a local business owner to house his business. The new owner is under agreement to renovate the landmark property.
4. Partnered with the St. Patrick's Church Social Justice Committee to assist 3-low income homeowners with light home renovations. The partnership saved the Town about \$30,000 in renovation costs that can go towards renovations for other families in need.
5. Completion of 14 housing rehabilitation projects. This accomplishment will allow the Town to apply for CDBG funding to renovate another 12 properties.

DEPARTMENT STAFF

Peter Bryanton	Director
Louis Grimaldi	Project Manager
Richard Metcalf	Housing Code Inspector
Debbie Mylek	Accounting Clerk



Housing Rehabilitation Loan Program
High Street, Thompsonville





L to R: Pamela Schweitzer, Awarded for 5 Years of Service and Councilman Alice Egan.



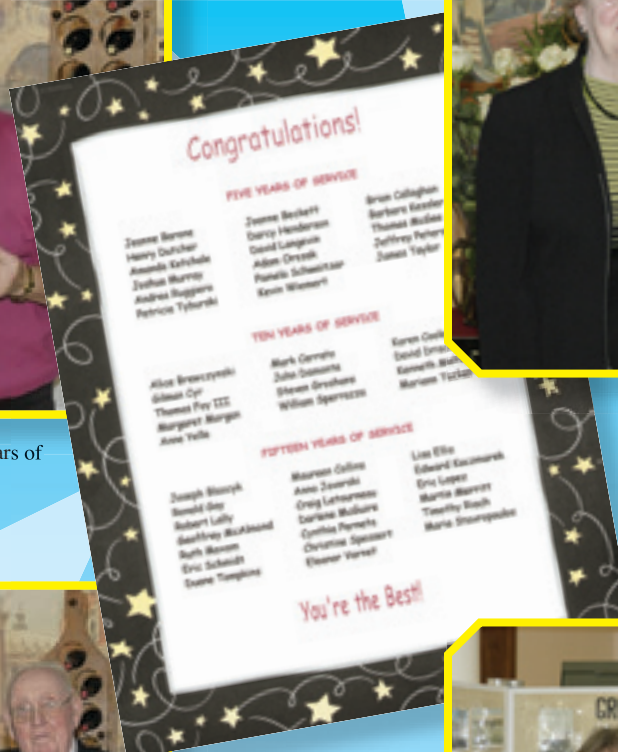
L to R: Barbara Kessler, Awarded for 5 Years of Service and Councilman William Edgar.



L to R: William Sperrazza, Awarded for 10 Years of Service and Councilman Cynthia Mangini.



L to R: Margaret Morgan, Awarded for 10 Years of Service and Councilman Cynthia Mangini.



L to R: William Mahoney, HR Director, Eleanor Varnet, Awarded for 15 Years of Service, and Councilman William Edgar.



L to R: Library Personnel: Maureen Collins, Awarded for 15 Years of Service; Anne Yelle, Awarded for 10 Years of Service.



L to R: John Markowski, Awarded for Perfect Attendance and Mayor Patrick Tallarita.



L to R: Elizabeth Rosati, Awarded for 20 Years of Service and Councilman Alice Egan.



L to R: Michael Bailey, Awarded for Perfect Attendance and Councilman William Edgar.



L to R: Town Attorney's Office - Maureen Hamel, Perfect Attendance; Mark Cerrato, 10 Years of Service; Mary Trask, Perfect Attendance.



L to R: Neil Angus, Awarded for Perfect Attendance and Councilman William Edgar.



L to R: Josephine Bavaro, Awarded for 40 Years of Service and Mayor Patrick Tallarita.

SOCIAL SERVICES

ADMINISTRATION

PROGRAM INFORMATION AND DATA

The Social Service Administrative staff is responsible for the oversight of seven divisions that provide an array of services for residents in need from birth to old age. There is collaboration and networking through all of the divisions assuring families and individuals receive comprehensive services. Each division is staffed with dedicated and professional personnel who serve their clients with care and respect.

DEPARTMENT GOALS

1. Begin strategic planning process to assess the needs of the community and to improve and strengthen existing programs.
2. Foster collaboration and resource sharing among social services programs.
3. Increase outreach to citizens to increase utilization of all programs.

ACCOMPLISHMENTS

1. Served 5,978 Enfield residents during the past fiscal year.
2. Awarded National League of Cities Technical Assistance Grant to enhance the education of young children and increase parent involvement.
3. Utilized volunteers and/or interns in all programs.
4. Increased child care enrollment capabilities, serving 225 children weekly.

DEPARTMENT STAFF

Pamela J. Brown Director Anna Javorski Secretary

ADULT DAY CENTER

PROGRAM INFORMATION AND DATA

The Adult Day Center is in its 10th year of operation. This Medical Model Day Center is certified by the Connecticut Association of Adult Day Centers. It services the elderly and handicapped individuals in Enfield and surrounding towns. Our center provides tours on a demand basis. Professional nursing services are provided which include: administration of medications; respiratory treatments; oxygen, physical, occupational and speech therapies; pacemaker checks; podiatry and hair salon services. The Center takes clients on three trips monthly.

DEPARTMENT GOALS

1. Implementation of Best Friends and CACFP Food Programs.
2. Preparation for upcoming 3-year certification.
3. Completion of outdoor renovations.
4. Educational Breakfast for the public on Alzheimer's.



The clients of the Enfield Adult Day Center
Enjoy a Day at the Races.

ACCOMPLISHMENTS

1. Implementation of Computer Class for clients.
2. Expansion of Men's Group on Tuesdays and Thursdays.
3. Family/Client council awarded First Annual Scholarship to Fermi High School student.
4. Appointment of Center Director to The Connecticut Elder Action Network.
5. Continued family and client satisfaction of services provided at the Adult Day Center.
6. Recreational trips including: Yankee Candle, Shaker Bowl, Stanley Park, Basketball Hall of Fame, Easy Pickins, Wadsworth Athenium, Collins Creamery, Forest Park, Guido's, Home Town Buffet, Springfield Science Museum, Pequot Museum, Revay Gardens and Sunrise Park.



Clients and Volunteers Enjoy a Day
at Camp Harkness in Waterford, CT.

DEPARTMENT STAFF

Holly Vannucci RN BSN	Director
Kathleen Schumann RN	Nurse
Lynn Daniel	Recreation Director
Beth Monfette, Terry Garvey	Secretaries
Joanne Lyons, Marilyn Hare,	CNA's
Lorry Brackett, Darlene Gallagher	

CONGREGATE LIVING

PROGRAM INFORMATION & DATA

A noon time hot meal is provided seven days a week in the Mark Twain Congregate Living Dining Room for residents of Enfield aged 60 and over. On weekdays, the meals are catered by the Community Renewal Team from Hartford and served by our staff. Weekend and holiday meals are delicious home-cooked meals prepared on-site. This program provides nutritious meals, a sense of community and enables frail elders to live independently.

DEPARTMENT GOALS

1. Increase participation through enhanced menu planning.
2. Hold six special events per year.
3. Recruit volunteers to assist in meal service and entertainment.
4. Encourage participation by low income and minority residents.

ACCOMPLISHMENTS

1. All cooks are Qualified Food Operators and volunteers provide substantial staffing.
2. Provided more than 6,000 meals to 83 residents of Mark Twain and 100 people living in the community.

DEPARTMENT STAFF

Marianne Robinson Assistant
Susan Berube
Ericka Pirnie, Kathie Hardy-Pitman
Stephanie Belding

Project Manager
Site Manager
Cooks
Nutritionist

CHILD DAY CARE CENTER

PROGRAM INFORMATION & DATA

The Child Day care Center has 2 locations, one at 110 High Street and the other at 132 South Road. We have 225 children enrolled. We provide care from 8 weeks of age through 12. We have our National Association for the Education of Young Children accreditation. We also have a School Readiness program. The Center provides a relaxed, happy, and home-like atmosphere where children feel safe and secure. We enhance the child's physical, emotional, social, cognitive and nutritional needs. Each child's multi-cultural background is incorporated into the curriculum.

DEPARTMENT GOALS

1. Continue to offer more programs that encourage parent and family participation.
2. To continue to provide a quality program for children in the community.
3. To update staff credentials to adhere to the new NAEYC standards.

ACCOMPLISHMENTS

1. The successful opening of two new sites.
2. Commendations from the State Board of Education and the Department of Education on our School Readiness and Child and Adult Care Food Programs.



Seated Left to Right: Ann Hancock, Head Teacher; Karen Edelson, Executive Director; Sharon Keenan, Head Teacher.
Standing Left to Right: Eileen Gardner, Head Teacher; Patty Tyburski, Head Teacher; Dianna Wassenhove, Deputy Director.

DIAL-A-RIDE

PROGRAM INFORMATION AND DATA

The Dial-a-Ride program provides in-town bus transportation to Enfield residents over the age of 60 and persons with physical disabilities. Volunteers provide rides to out-of-town medical appointments. Four buses provide rides to medical appointments, shopping or visiting Monday-Friday, 9am – 3pm. Participants join Dial-a-Ride by purchasing an annual ticket for \$65 which allows for unlimited trips throughout the year. This service allows frail elders and people who are otherwise home bound to live productive and independent lifestyles. The Bus Committee, a citizens group, fund raises, recruits volunteers and helps determine policy and procedures.

DEPARTMENT GOALS

1. Utilize new cell/speakerphone technology effectively.
2. Have all drivers CPR certified.

3. Increase membership to 325 members.
4. Create application and review process for people with physical disabilities.

ACCOMPLISHMENTS

1. Provided 26,522 bus trips to clients.
2. Riders actively planned monthly "fun trips" enhancing the quality of life for Dial-a-Ride Members.

DEPARTMENT STAFF

Arlene Andersen
Michael Dailey, Irene Dodson,
Ralph Gedney, Charles Griffith,
Jacqueline Prior, Richard Berube

Coordinator
Drivers

FAMILY RESOURCE CENTER

PROGRAM INFORMATION & DATA

The Alcorn School Family Resource Center (FRC) began in 1998 to support families in the community. The FRC is a school-based family support and child care program that seeks to develop a strong bond between the family and school from birth. The goal of the FRC is to provide comprehensive, single point of entry services where the school is the means by which families' child care and social service needs are met. The FRC seeks to provide services in seven areas, either through direct service or collaboration: (1) full day quality preschool, (2) school-age child care, (3) a home visitation and parent education program for parents with children ages birth to five, (4) networking and outreach to family day care providers, (5) positive youth development including teenage pregnancy prevention, (6) adult education and family literacy, and (7) resource and referral to other community providers and services. The award of an annual state grant provides for much of the program's operations.

DEPARTMENT GOALS

1. Collaborate with other community agencies to increase services to Enfield families.
2. Increase services to families in the Thompsonville area.
3. Provide more training and support for family day care providers.
4. Increase outreach to families in adult education.
5. Utilize the new Parent Resource Room within Alcorn School to increase parent involvement in school and FRC programs.

ACCOMPLISHMENTS

1. A variety of programs were offered at the new FRC Annex including a New Moms Support Group, evening parenting workshops, and morning programs for parents and children.
2. Alcorn School administration provided the FRC with designated classroom space to hold play groups.
3. The number of morning play groups offered was increased from one per week to three with 54 families attending.

DEPARTMENT STAFF

Amy Morales
Kate Faherty
Jacqueline Miller

Coordinator
Parent Educator
Clerk

NEIGHBORHOOD SERVICES

PROGRAM INFORMATION & DATA

Neighborhood Services continues to strive to serve Enfield Residents with state and federal programs by providing a one-stop information service. Our programs are accessible by providing office appointments, home visits, and schedules senior housing site visits. Neighborhood Services works cooperatively with other town and state agencies for emergency situations, including elderly neglect, abuse, and exploitation.

DEPARTMENT GOALS

1. To continue to update in-service training of staff.
2. To recognize the needs of the community.
3. To always welcome and assist our clients.
4. To continue to collaborate with other Social Service agencies.

ACCOMPLISHMENTS

1. Assisted Enfield Residents with Energy Assistance through Applications. Enfield Residents who applied were awarded a total of \$227,281.71.
2. Took in Applications for the Office of Policy and Management's Homeowners Property tax program. Due to this program our elderly and disabled homeowners are paying \$420,289.38 LESS on their taxes.
3. The Veterans also applied for the Additional Veterans program and received an additional tax reduction totaling \$40,282.85.
4. The Freeze program saved elderly senior residents in town \$6,139.92 on their taxes.
5. We also took in applications from the Office of Policy and Management's Renters Rebate program which gave back \$122,846.49 to our elderly or disabled renters.
6. Issued FEMA funds in the amount of \$6,869 to residents of Enfield to help with rent.
7. We worked with a local Girl Scout troop to collect new and used books for young children.



**Donation of Children's books given by
Girl Scout Troops 766 and 786 for the Easter Holiday.**

8. We organized other collections for school supplies, shoes and coats and collected over 300 pairs of eyeglasses for The Lions Club.
9. Our Christmas Adopt-A-Family program was a big success this year. We adopted 69 families for a total of 130 children.

DEPARTMENT STAFF

Linda Sokolowski	Coordinator
Erin Tynan	Caseworker
Nicole James	Assistant
Andrea Ruggiero	Secretary



YOUTH SERVICES/ YOUTH CENTER

PROGRAM INFORMATION & DATA

The mission of Youth Services is to enhance positive youth development where youth, families and the community can grow together. Youth Services provides a variety of services for youth and their families including: counseling, youth development, enrichment and social programs for youth ranging in birth to 18 years of age and their families. Youth Services served 356 individual youths through counseling and/or youth development programming. The Youth Center is a component of the Youth Services Division. It is open to any Enfield youth between 8 to 16 years of age who are currently enrolled in school. The Youth Center served a total of 212 members last fiscal year.

DEPARTMENT GOALS

1. To continue to develop Youth Service's capacity to provide essential services and resources to Enfield's youth and their families.
2. To coordinate with community agencies, schools and key leaders to develop and implement resources for a community prevention plan and responsive programming targeting at-risk youth.
3. To continue pursuing partnerships and opportunities to bring evidenced based programming into our community.
4. To continue to provide professional development to staff to enhance professional knowledge and quality of services.

ACCOMPLISHMENTS

1. Brought in \$102,000 of additional grant money to provide additional services to the youth and families of Enfield by partnering with North Central Counseling, the Enfield School System and the Enfield Police Department.
2. Partnered with the Enfield Public School System in successfully running the Cooperative Educational Program for expelled youth.
3. Implemented our first evidenced based program with North Central Counseling through the Strengthening Families Program.
4. Youth Services now has clinical staff to provide counseling services to children, adolescents, parents and their families.

DEPARTMENT STAFF

Jean Haughey	Director
Christie Amsden	Youth Center Coordinator
Alice Brewczynski, Joanne Kokosa	Youth Counselors II
Colin Daly, Shelley Judd	Youth Counselor I
Sandy Phillips	Youth Center Assistant
Justin Alaimo	Youth Center Assistant
Jilienne Charter	Youth Center Assistant
Amy Carlander	Youth Center Assistant
Wayne Thrall	Youth Center Assistant

Left to right: Amy Morales, Family Resource Center Coordinator

Jean Haughey, Youth Services Director

Marianne Robinson, Congregate Living Assistant Project Manager

Holly Vannucci, Adult Day Center Director

Pamela Brown, Director of Social Services

Karen Edelson, Child Day Care Director

Linda Sokolowski, Neighborhood Services Coordinator

Arlene Anderson, Dial-a-Ride Coordinator

FINANCE DEPARTMENT

ADMINISTRATION

PROGRAM INFORMATION AND DATA

The Finance Department provides overall management, direction and planning of the fiscal affairs of the Town; appraises the Town Council and Town Manager of the Town's fiscal position and implications of existing and new policies; and provides financial services to the Town departments and agencies.

DEPARTMENT GOALS

1. Sustain responsible financial management and continue to foster the credibility of the Town to the financial community and credit rating agencies.
2. Implement a decentralized purchase order entry and processing system using the existing financial accounting software.
3. Continue to receive the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.

DEPARTMENT STAFF

Gregory Simmons	Director
William Strachan	Risk Manager
Sandra Violette	Secretary

TREASURY

PROGRAM INFORMATION AND DATA

This division manages payroll, accounts payable and receivable, and all grant funds in accordance with local, State and Federal legal requirements and accepted financial practices. In addition, the Deputy Director of Finance/Treasurer is charged with the responsibility of managing the Town's investment program.

DEPARTMENT GOALS

1. Continue the automation of all Town funds utilizing the financial accounting software.
2. Improve the integration of services between the Treasury and other departments such as Tax, leading to expanded services available to the taxpayers.

DEPARTMENT STAFF

Kimberly Doherty-Marcotte	Deputy Director/Treasurer
Rose Masamery	Payroll Clerk
Mary Baltronis	Grants Accountant
Judi Silva	Accounts Payable Clerk
Darcy Henderson	Accounting Clerk
Cheryl Soule	Accounting Clerk

COLLECTION OF REVENUE

PROGRAM INFORMATION & DATA

This division's responsibilities, governed primarily by the Connecticut General Statutes, includes the collection of all taxes, real and personal; special assessments such as for sewers, prior years' taxes, interest and penalties. The division also initiates liens against property of which taxes are delinquent and institutes collection procedures.

DEPARTMENT GOALS

1. Continue successful collection of current and delinquent property taxes.
2. Continue to use resources available to provide efficient service to the taxpayers of Enfield.

DEPARTMENT STAFF

Suzanne Guinness	Collector of Revenue
Kimberly Bechard	Collector of Delinquent Revenue
Alissa Hanvey	Tax Clerk II
Lisa Strom	Tax Clerk I

ASSESSOR

PROGRAM INFORMATION & DATA

The primary function of the Assessor's Office is to establish fair market value of all taxable real and personal property within the town. It is critical that these values are arrived at by a consistent process to achieve fair and equitable values and equal distribution of tax responsibility. The Town must conduct a revaluation in 2006. Seventy percent of market value as of October 1, 2006 will be the basis for the taxation of real estate until the next revaluation. Personal property and motor vehicles are reassessed annually and also reflect 70% of market value. The Assessor also manages exemption and abatement programs for the elderly, disabled persons and veterans of a war period.

DEPARTMENT GOALS

1. Review and value all real property for the 2006 Grand List Revaluation.
2. Continue data analysis programs as well as value analysis.
3. Inform the public of the revaluation process.
4. Discover, list and value new improvements.

DEPARTMENT STAFF

Joyce Jacius	Assessor
Della Confer	Deputy Assistant
Victoria Rose	Assessment Aide
Josephine Bavaro	Assessment Clerk
Kristen Massetti	Assessment Clerk
Theresa Garvey	Clerk Typist

GENERAL SERVICES

PROGRAM INFORMATION AND DATA

The chief responsibility of the Division of General Services is to carry out the purchasing function. In addition, it is also responsible for informational and mail services, as well as the inventory and management of fixed property and assets.

DEPARTMENT GOALS

1. Continue to provide Town departments with required goods and services in the proper quantity and quality.

DEPARTMENT STAFF

Cathy Cherpak	Purchasing Assistant
Therese Duwell	Receptionist
Linda Campbell	Receptionist

FINANCE DEPARTMENT

The Finance Department is responsible for the overall direction and management of the fiscal affairs of the Town, including the following functions: financial reporting and accounting; cash management; collection of all property taxes or special assessments; establishing fair market value of all taxable real and personal property (preparing Grand List); and effective procurement of required goods and services.

In accordance with Chapter V, Section 8 of the adopted Enfield Town Charter, submitted herewith is a recapitulation of information contained in the Comprehensive Annual Financial Report (CAFR) of the Town of Enfield for the fiscal year ended June 30, 2005. By no later than December 31, 2005, unless approved for extension, a complete copy of the CAFR will be submitted and retained on file in the Office of the Town Clerk, and available for public inspection. All amounts in this section are reported in thousands unless otherwise noted.

RESULTS OF FINANCIAL OPERATIONS OF THE GENERAL FUND

Revenues and other financing sources for the general fund (budget basis) totaled \$103,640, or 4.36% over fiscal year 2003-2004.

A comparison of revenues from various sources and the changes from fiscal year 2003-2004 are shown in the following tabulation:

General Fund Revenues by Source and Other Financing Sources	Year Ended June 30, 2005	Percent of Total	Increase (Decrease) From June 30, 2004
REVENUES:			
Property Taxes	\$ 69,645	67.20%	\$ 1,307
Intergovernmental Revenues	29,091	28.07	1,476
Charges for Services	4,033	3.89	1,325
Uses of Money and Property	653	.63	230
TOTAL REVENUES	<u>103,422</u>	<u>99.79</u>	<u>4,338</u>
OTHER FINANCING SOURCES	<u>218</u>	<u>.21</u>	<u>(11)</u>
TOTAL REVENUES AND OTHER FINANCING SOURCES	<u>\$ 103,640</u>	<u>100.00%</u>	<u>\$ 4,327</u>

The October 1, 2003 net taxable grand list totaled \$2,011,187, a decrease of \$7,201 or .36% over the previous year. With the tax levy for fiscal 2004-05 set at 34.24 mills, the total adjusted current taxes collectible amounted to \$69,019. Of this amount \$67,654 or 98.0% of the total current levy was collected. This rate of collection is .3% higher than the prior year collection rate and represents a continued high rate of collection in the last ten years.

Expenditures and other financing uses for the general fund (budget basis) totaled \$101,605, an increase of \$2,265 or 2.28% over fiscal year 2003-2004.

Changes in levels of expenditure for major functions of the Town from fiscal year 2003-2004 are shown in the following tabulation:

General Fund Expenditures by Function and Other Financing Uses	Year Ended June 30, 2005	Percent of Total	Increase (Decrease) From June 30, 2004
EXPENDITURES:			
General Government	\$ 3,625	3.57%	\$ 148
Public Safety	6,734	6.63	45
Recreation	464	.46	(65)
Public Works	8,882	8.74	502
Library	1,156	1.14	93
Planning and Development	699	.69	68
Intergovernmental and Interagency	330	.32	(115)
Board of Education	62,551	61.56	1,077
Non-Departmental charges	7,851	7.73	673
Debt Service	<u>4,218</u>	<u>4.15</u>	<u>(116)</u>
TOTAL EXPENDITURES	96,510	94.99	2,310
TRANSFERS TO OTHER FUNDS	<u>5,095</u>	<u>5.01</u>	<u>(45)</u>
TOTAL EXPENDITURES AND OTHER FINANCING USES	<u>\$ 101,605</u>	<u>100.00%</u>	<u>\$ 2,265</u>

FUND BALANCE PHILOSOPHY

The Town of Enfield has consistently maintained an Unreserved and Undesignated Fund Balance of 5-10 percent of total expenditures to ensure the continuity of the orderly operation of the Town and provide the high level of services expected by the electorate, and the continued stability of the tax structure.

DEBT ADMINISTRATION

The statutory legal debt limitation of the Town of Enfield as of June 30, 2004 amounted to \$534,597 with the actual total town indebtedness being \$28,500,000 (Roads 2000, Elementary School Project, Senior Center, and Enfield High School library) or 5.33% of the limit.

Current Debt Ratios As of June 30, 2005

Population (as of 7/1/04)	45
Net Taxable Grand List, 10/1/03	\$2,013,456
Outstanding Debt	28,500
Debt Per Capita	633
Debt Ratio to Net Taxable Grand List	1.42%

Current ratings from the two bond rating agencies are as follows:

Moody's Investors Services, Inc.	Aa3
Standard and Poors Corporation	AA

ANNUAL AUDIT

Chapter III, Section XI of the Town Charter requires the Town Council to annually designate an independent public accountant or firm of independent public accountants to audit the books and accounts of the Town as provided in the General Statutes of Connecticut. This requirement has been complied with and the report of Scully & Wolf, LLP is incorporated within the financial section of the Comprehensive Annual Financial Report.

The Finance Department will continue pursuit of its goals: to promote the highest degree of public credibility and confidence in its operations; working to foster and maintain a local government environment which demonstrates fiscal accountability, efficiency, integrity, stability, and relevant equity; and of course, the overall strive towards excellence.

Gregory Simmons, CPA
Director of Finance

PUBLIC WORKS

ADMINISTRATION

PROGRAM INFORMATION AND DATA

Public Works Administration is responsible for the oversight of the Town-wide Capital Improvement Program projects, as well as the eight divisions of the department: Building and Grounds Maintenance; Building Code Enforcement; Engineering; Equipment Maintenance and Repair; Highway Maintenance; Recreation; Solid Waste Collection and Disposal; and Water Pollution Control.

DEPARTMENT GOALS

1. Continue to initiate and implement efficiency improvements throughout the department.
2. Proceed to update departmental policies and emergency plan(s).
3. Ensure a smooth transition of the transfer of maintenance of the school grounds and athletic fields to the Building & Grounds Maintenance Division.

DIVISION STAFF

John J. Kazmarski	Director
Geoffrey McAlmond	Deputy Director
Colleen Brand	Assistant Director
Jeanne Barone	Secretary III
Joanne Larson	Clerk Typist

BUILDING INSPECTION

PROGRAM INFORMATION AND DATA

The division is responsible for the public safety, health and welfare in the built environment through evaluation of structural strength, adequate means of egress facilities, sanitary equipment, light and ventilation and fire safety. The division performs plan reviews for construction of homes, buildings and other structures to ensure compliance with the Connecticut General Statutes and the Connecticut State Building Code. Compliance inspections are done during and at the completion of construction. The division strives to secure safety to life and property from all hazardous incidents to the design, erection, repair, removal, demolition, or occupancy of buildings, structures or premises.

DEPARTMENT GOALS

1. Keep improving the quality of service to the regulated public while performing large, complex plan reviews for major commercial projects.
2. Update our records storage means and capabilities.
3. Improve the quality of life for the people of Enfield by advancing public health and safety through effective building code enforcement.

ACCOMPLISHMENTS

1. Processed almost 2,500 permits in FY04-05 and conducted over 5,000 inspections along with the associated plan reviews for each. Some of the major projects included:
 - MassMutual Financial Group Parking Structure, Group Cafeteria and Offices
 - Red Robin Gourmet Burger Restaurant
 - Camerota Truck Repair Facility
 - Eppendorf Manufacturing
 - Enfield Federal Savings Bank
 - Best Buy

DIVISION STAFF

James D. Taylor	Chief Building Official
Brett E. Stoddard	Assistant Building Official
Richard E. Gilman	Assistant Building Official
Jennie Spence	Secretary
Stuart Van Wagner	Construction Inspector (P/T)

BUILDINGS AND GROUNDS MAINTENANCE

PROGRAM INFORMATION AND DATA

The Building and Grounds Maintenance Division is responsible for the care and upkeep of 14 Town buildings and outside grounds including preventative maintenance on heating and air conditioning units. The division also maintains and services all their small equipment and apparatus. Painting and light plumbing are handled by in-house staff. Five Town facilities have irrigation operated and maintained by the division. Building and Grounds is also responsible for the following: 20 ball fields, 19 tennis courts, 8 playgrounds, 2 skateboard parks, 8 basketball courts, 13 soccer fields and 1 football field, in addition to preparing all the school playing fields.

Seasonal jobs consist of mowing approximately 188 acres at our buildings and recreational fields, as well as 260 acres of school grounds and playing fields, 40 miles of roadside in addition to mulching all trees, plants, etc. During the winter months, the division assists the Highway Division by snowplowing and sanding of downtown roads, as well as maintaining all parking lots for both the municipal and school buildings and 55 Town-owned sidewalks.



Rob Lally, with the Buildings & Grounds crew, works on the sidewalk leading to the WW II Monument.

DEPARTMENT GOALS

1. Maintain or improve the level of service provided by the division for the buildings, grounds and athletic fields.
2. Successfully integrate the maintenance responsibility for school grounds and fields.

DIVISION STAFF

Dave Tuttle	Supervisor
Mark Gahr	Assistant Supervisor
Joanne Larson	Clerk

ENGINEERING

PROGRAM INFORMATION AND DATA

The Engineering Division provides design and technical support to all departments and agencies in Town. The division is also responsible for the supervision and coordination of outside consultants providing development and implementation of the design of Capital Improvement Projects involving Town infrastructure (i.e., ROAD2000 and ROAD2005) and their construction. The Engineering Division designs and administers reconstruction contracts for roads, sidewalks and drainage. Engineering staff also serves Enfield residents in addressing concerns of the public, providing guidance for and overview of developers and their proposals, site plan reviews, subdivision inspections and updating Town maps. Close contacts are maintained with Connecticut DOT in relation to State funded local highway projects, design and construction.

DEPARTMENT GOALS

1. Continue with the Town-wide infrastructure improvement projects (i.e., ROAD2000 and ROAD2005), with completion of roadway, sidewalk and drainage work along with design and permitting for future roadway reconstruction work.

ACCOMPLISHMENTS

1. Green Manor Road reconstruction has been completed. ROAD2000, Section 7 (Roosevelt Boulevard Area) road reconstruction has been completed. The bid package has been finalized on ROAD2000 Section 13 (Shaker Lake Area). Section 14 (Old King Street Area) bid is ready to be awarded. Under the new referendum ROAD2005, consultant firms for design and inspection have been interviewed and selected. Road reconstruction design has been completed in-house for Cook Ave., Nonotuck St. and Massasoit Ave.
2. Review of numerous planning development applications including residential development (Brainard Gardens), commercial developments (Best Buy), business development (Enfield Federal Bank), industrial development (Tri-State Diesel) along with all new single-family home site plan reviews.

DIVISION STAFF

Jeffrey S. Bord	Town Engineer
John Cabibbo	Assistant Town Engineer
Thomas Salvas	Engineering Technician
Michael D'Agostino	Engineering Technician
Thomas McGee	Coordinator
Margaret Morgan	Clerk Typist

HIGHWAY MAINTENANCE

PROGRAM INFORMATION AND DATA

The primary responsibility of this division is the maintenance of Town roadways, street and traffic sign/signal systems for the safe travel of the public. Another important component of the division is the maintenance and repair of the Town-owned storm drainage systems. The division is also responsible for the handling of snow and ice control on Town-owned roads. During the fall season, the division spearheads the Town-wide Residential Leaf Collection Program.

DEPARTMENT GOALS

1. Continue storm drainage system cleaning using catch basin and pipe cleaning equipment in conformance with the storm water management plan.
2. Continue to provide road repairs and drainage repairs throughout the town as part of the pavement maintenance plan.
3. Upgrade and enhance staff training and safety programs.
4. Continue to initiate improvements to the winter, snow and ice control program.
5. Continue to identify and implement improvements in the Residential Leaf Collection program.
6. Expand the utilization of the new sign-making equipment for street and traffic safety signs as well as special signs.
7. Continue to provide support and assistance to all Public Works divisions and other Town agencies.

DIVISION STAFF

William Sperrazza	Superintendent
Hank Anderson	Supervisor
Lynn Clinger	Secretary II

SOLID WASTE COLLECTION AND DISPOSAL

PROGRAM INFORMATION AND DATA

The Solid Waste Division is responsible for the collection and disposal of solid waste and recyclables. Refuse collected within the Town of Enfield is transported to the CRRA facility in Ellington. Total tons of municipal solid waste collected from curbside and transported on a weekly basis to the CRRA

Facility in the past fiscal year was 16,594 tons. The Solid Waste Division was also responsible for collecting 1,943 tons of newspaper/corrugated cardboard and 729 tons of commingled bottles and cans on a bi-weekly recycling collection schedule during the same time period. These materials were transported to the CRRA Recycling Facility in Hartford.

The division's bulky waste collection scheduled and collected large items at curbside for 758 residents. This material is transported to the Town's Transfer Station where it is then transported to a waste processing facility for proper disposal.

Additional services provided to residents include a monthly scheduled automotive battery and used motor oil collection/drop off. This past year 7,000 gallons of used motor oil and 310 automotive batteries were recycled from the waste stream.

The Household Hazardous Waste Collection Program was conducted in May 2005. Seventy-two containers of hazardous waste were packaged and removed. 413 households participated in this program.

The Town of Enfield Transfer Station currently operating on a Tuesday through Saturday schedule is available to residents for disposal of bulky items and yard waste. This past year 5,256 tons of bulky waste material were collected and disposed of, 14,607 users were provided service at the site and 1,096 residential permits were issued.

Yard waste drop off and disposal at this facility, coinciding with curbside collection accounted for 9,685 tons of leaves and organic material. Brush and log material accounted for 19,445 cubic yards of "green material" suitable for processing.

DEPARTMENT GOALS

1. Continue the expansion of the Town-wide residential tipper program to assist residents in their efforts to **Keep Enfield Beautiful**.
2. Continue to maintain a proactive schedule for addressing residential solid waste disposal needs.
3. Ensure compliance with governing State and Federal regulations.
4. Upgrade and enhance staff training, safety programs and ergonomic awareness.
5. Install/activate the vehicle scale for the Transfer Station.

DIVISION STAFF

Kevin Donahue	Superintendent
Hank Anderson	Supervisor
Carol Mennella	Clerk Typist

WATER POLLUTION CONTROL PLANT

PROGRAM INFORMATION AND DATA

The Enfield Water Pollution Control Division is responsible for the efficient removal of pollutants from wastewater generated by the residents and businesses in Enfield. This goal is realized through the operation, maintenance and repair of sixteen pumping stations, a ten million gallon per day Waste Water Treatment Plant and two hundred fifty miles of sewer.

DEPARTMENT GOALS

1. Continue program of reinvestment in the Town's sanitary sewer treatment facilities: sanitary sewers, pump stations and treatment plant to improve efficiency while reducing operating costs.
2. Provide required staff training needed to adhere to strict Federal and State environmental and safety regulations.

ACCOMPLISHMENTS

1. The Enfield Terrace Pumping Station was recently completed. The new state-of-the-art station replaces the old station. The new station consists of vacuum pumps and a communication/control system which allows the main plant on Bridge Street to control the operations for the station over the air radio waves.

DIVISION STAFF

Marvin Serra	Superintendent
Dan Parisi	Engineer Technician II
Gloria Cudnik	Clerk Typist

EQUIPMENT MAINTENANCE AND REPAIR (FLEET SERVICES)

PROGRAM INFORMATION AND DATA

The Fleet Maintenance Division provides services to all the departments within the Town of Enfield and Board of Education to set specifications for and purchase new vehicles and equipment. Fleet Services now maintains the EMS Medic Units and continues to work with EMS Division to establish specifications for EMS Units. The division maintains and repairs all of the vehicles and equipment to the State Motor Vehicle Department standards as well as user group expectations. They also handle the disposal of vehicles and equipment no longer in use and the management of the fuel stations utilized by all groups within the Town and Board of Education as well as several outside public agencies. The dispensing of fuel is handled by a chip-type key system that is integrated into our maintenance database to help schedule routine maintenance.



**Left to Right: Rick Davenport
and Adam Orszak**



Rick Davenport

DEPARTMENT GOALS

1. Continue working on improvements to the parts and supply inventory system utilized in fleet maintenance and repair.
2. Continue to enhance the working toward an effective database of maintenance cost information used to establish lifecycle guidelines for all of the vehicles and equipment utilized by the Town of Enfield.
3. Continue to advocate most cost-effective utilization of equipment and vehicles through better specification and purchasing practices.

DIVISION STAFF

Douglas Angers	Manager
Pamela Schweitzer	Clerk Typist



**Fleet Services Roadside
Service Truck**



Jack Hooper

PLANNING AND CONSERVATION

PROGRAM INFORMATION AND DATA

The Planning Department advises the Town Council, the Town Manager and all other Town departments, as well as the Planning and Zoning Commission, Inland Wetlands and Watercourses Agency, Historic Commission and the Zoning Board of Appeals with respect to planning, conservation and development in the community.

DEPARTMENT GOALS

1. Draft regulations and update the Zoning Map where necessary to implement the State's Aquifer Protection requirements.
2. Provide local staff support for State and regional commuter rail initiatives in Thompsonville.
3. Prepare a guide for the Council, Boards and citizens on the Plan of Conservation and Development in preparation for the next update.
4. Finalize the plan for expanding Village Center zoning in appropriate areas and promote the adoption of design guidelines for the Thompsonville Village and Hazardville Village neighborhoods.
5. Provide staff support for local historic preservation efforts both within the Historic District as well as other areas of concern.
6. Coordinate regulatory review efforts with Economic and Community Development goals in order to promote Enfield as a quality destination both for residents and business.

ACCOMPLISHMENTS

1. Provided innovative solutions to planning and development issues by authorizing appropriate revisions to the Zoning Regulations.
2. Drafted and adopted a new Inland Wetlands and Watercourses map in digital format and posted the adopted map on the Town's web page.
3. Updated zoning map in digital format and posted a copy on the Town's web page for public view and distribution.
4. Worked with management at Enfield's existing shopping plazas to re-develop their properties and bring in new tenants, which will include a Best Buy at Kohl's Plaza.
5. Department Secretary, Virginia Higley, was certified by the Connecticut Association of Zoning Enforcement Officials (CAZEO) as a Zoning Enforcement Technician, recognizing her experience and course work.

Permits Processed by Type:

Signs & Banners, 85; Special Use Permits, 13; Public Hearings, 35; Site Plan Review, 44; Subdivision, 4; Inland/Wetlands, 49; Zoning Board of Appeals, 15; Zoning Permits, 458.

DEPARTMENT STAFF

José Giner, AICP	Director
Neil Angus, AICP	Assistant Planner/Inland Wetlands Agent
Roger Alsbaugh	Assistant Planner
Wayne Bickley	Zoning Enforcement Officer
Virginia Higley	Zoning Enforcement Technician
Barbara Kessler	Clerk/Typist

November 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 Planning & Zoning 7:30 pm	3	4
5	6	7 Cultural Arts—6:30 pm Election Day	8 Inland Wetlands 7:00 pm	9 Revitalization 7:00 pm	10 Veterans Day — Town Hall Closed Trash Collection Delayed One Day	11
12	13 Town Council 7:30 pm	14 Conservation—7:00 pm — Board of Education 7:30—JFK	15	16 Planning & Zoning 7:30 pm	17	18
19	20 Town Council 7:30 pm	21 Inland Wetlands 7:00 pm	22	23 Thanksgiving — Town Hall Closed Trash Collection Delayed One Day	24 Thanksgiving — Town Hall Closed	25
26	27 Zoning Board of Appeals 7:00 pm	28 Beautification 7:00 pm — Board of Education 7:30—JFK	29 Historic District 7:00 pm	30		

December 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 Town Council 7:30 pm	5 Cultural Arts 6:30 pm — Inland Wetlands 7:00 pm — Ethics Commission 7:00 pm	6	7 Planning & Zoning 7:30 pm	8	9
10	11	12 Conservation 7:00 pm — Board of Education 7:30—JFK	13 Prison Liaison 7:00 pm	14 Revitalization 7:00 pm	15	16
17	18 Town Council - 7:30 pm Zoning Board of Appeals - 7:30 pm	19 Inland Wetlands 7:00 pm	20	21 Planning & Zoning 7:30 pm	22	23
24	25 Christmas — Town Hall Closed Trash Collection Delayed One Day	26 Beautification 7:00 pm	27	28	29	30
31						

January 2007

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 New Year's Day — Town Hall Closed Trash Collection Delayed One Day	2 Cultural Arts 6:30 pm — Town Council 7:30 pm	3	4 Planning & Zoning 7:30 pm	5	6
7	8	9 Conservation 7:00 pm	10	11 Revitalization 7:00 pm	12	13
14	15 Martin Luther King Jr Day — Town Hall Closed Trash Collection Delayed One Day	16 Town Council 7:30 pm — Inland Wetlands 7:30 pm	17	18 Planning & Zoning 7:30 pm	19	20
21	22	23 Beautification 7:00 pm	24 Historic District 7:00 pm	25	26	27
28	29 Library Board—8:30 am — Zoning Board of Appeals 7:00 pm	30	31			

TOWN OF ENFIELD FIRE DEPARTMENTS

There are five different fire districts in the Town of Enfield. They are the Enfield, Hazardville, North Thompsonville, Shaker Pines and Thompsonville Fire Districts. Of the five districts in Town, only one is manned 24 hours a day. The other four districts are called "Combination Departments." Normally, they are manned from 8:00 a.m. to 5:00 p.m. Monday through Friday with an average of five firefighters per station. These four stations are supplemented with volunteers. These volunteers respond to calls with the proper equipment to handle emergencies within four minutes of being toned out by the Dispatch Center.

Thompsonville Fire, 11 Pearl Street 745-3365

**Chief Michael Mills
Fire Marshal Paul Censki**

The Thompsonville Fire Department was established as a paid department in 1839 with 50 members. It is one of the oldest fire departments in Connecticut. This department is staffed 24 hours a day, seven days a week with 23 members and equipment to manage any type of call they respond to. For the calendar year 2004, the department responded to 2,069 incidents: 87 fires, 165 hazardous materials, 1,254 Emergency Medical Service (EMS) and rescue incidents, 226 service calls and 206 false alarms. The station is equipped with two engines and one ladder truck.

Enfield Fire Department

Chief/Fire Marshal Edward Richards

Station 1 – 200 Phoenix Ave. 745-1878

Station 2 – 199 Weymouth Rd. 741-3114

The Enfield District was established in 1896 with 16 members. The Enfield Fire District has two stations to better serve the people in their district. Enfield also has a Hovercraft. This department is currently staffed with 45 firefighters and nine cadets. For the calendar year 2004, the department responded to 2,190 incidents: 779 fire emergencies and 1,411 EMS calls. The stations are equipped with two engines, two quints, one tower ladder, one heavy rescue, one mini pumper, one brush truck, one light rescue and one Hovercraft.

N. Thompsonville Fire, 439 Enfield Street 745-2946

Chief/Fire Marshal Earl Provencher

The North Thompsonville Fire Department was established in 1914 with 21 members. Along with providing fires and other emergency services to Enfield, they are often called to assist the Town of Longmeadow Mass. on mutual aid. The department is staffed with 43 firefighters. In the previous year the department responded to 628 incidents: 23 structure fires, 13 brush & vehicle fires, 43 hazardous material incidents, 157 service calls, 86 mutual aid calls, and 306 medical calls. The department spent approximately 3000 man hours on incidents and over 2300 man hours in training. The station is equipped with three pumpers, one ladder truck, one brush truck and a special service utility truck.

Hazardville Fire, 385 Hazard Avenue 749-8344

Chief/Fire Marshal Jack Flanagan

Established in 1892 with 25 members, the Hazardville Fire Department is the second oldest department in Town. It is staffed with 31 firefighters. Since January of this year, the department responded to 699 incidents: 285 fires and 414 EMS calls. The station is equipped with three engines and one ladder truck.

Shaker Pines Fire, 37 Bacon Road 749-8552

**Chief Thaddeus Soltys II
Fire Marshal David Senatore**

The Shaker Pines Fire Department was established in 1940. Two separate fire districts were combined in 1980, the Shaker Pines Fire Department and the Crescent Lake Fire Department. The department is staffed with 20 firefighters and one junior firefighter. Since January of this year, the department has responded to 125 incidents. For the calendar year 2004, the department has responded to 215 incidents. The station is equipped with three engines, one brush truck, one special service vehicle, one utility truck and one rescue boat.

A Message from the School Administration

Dear Enfield Resident:

July 1, 2005

We are pleased to provide you with this annual report which provides a brief review of the 2004-05 school year in the Enfield Public Schools. It is designed to give you a capsule summary of selected statistics, events, and points of interest. We hope you find it informative.

The following statistics apply to the FY04-5 school year:

- Official Enrollment (PK-12 grade including Head start & Special Education) was 6663 students. This was a decrease of sixty students from October 2003;
- The Adopted Budget was \$62,705,312.00. This represented an approximate 2% increase over the previous budget of \$61,475,791.00;
- Certified staff and non-certified staff stood at approximately 827 positions. This is a decrease of 15 positions from the previous year;
- Considerable statistical data at the District and school level is contained in the Strategic School Profiles (SSP). The SSP's can be viewed on the State of Connecticut's website at www.state.ct.us/sde or the District's website at www.enfieldschools.org. Reports are also available at the Central Office and local schools.

The Board of Education membership experienced a change in December 2004 with the resignation of Carol Santoski. Ms. Santoski served from November 18, 2003 through December 6, 2004. The opening was filled with the appointment of Sam McGill, Jr. by the Town Council on January 24, 2005.

The Board of Education continued to face numerous challenges related to No Child Left Behind (NCLB) and other unfunded mandates. The District was cited as a District In Need of Improvement under NCLB due to the performance scores of the Students With Disabilities Subgroup at Kennedy Middle School. With the exception of this subgroup, all other groupings met the proficiency score standards. In fact, Alcorn Elementary School was designated as an NCLB Blue Ribbon School. The Board of Education attained, for the fifth consecutive year, a Leadership Award from the Connecticut Association of School Boards. The Board continued working on improving communication with the Town Council.

During FY04-05, twenty-seven teachers retired from the profession. Several administrative changes also occurred. These changes included: the retirement of Fermi High School Assistant Principal, Sandra Brassard with forty-two years of service; resignations from Alcorn School Principal, Marguerite Meyers-Killeen; Barnard School Principal, Sharon Lowery; and Business Manager, Patricia Brooks. Mrs. Bonnie Mazzoli was appointed to the Alcorn School principalship in April 2005 and Mr. Christopher Drezek became our new Business Manager in January 2005.

The District was saddened with the deaths of Mr. Fred Gelsi and Mr. Frank Mancuso. Mr. Gelsi was our State Representative for many years. He assisted with numerous District Town Calendar initiatives and projects. The opportunities afforded our students through our association with Asnuntuck Community College came in large part through Mr. Gelsi's work on behalf of the college. Mr. Mancuso was a former Mayor of Enfield. Several of our schools were built during his tenure on the Mr. Mancuso also served as the Chairman of the Building Committee for the Alcorn School Renovation Project in the early 1990's. Both gentlemen were friends of education and their service to the children and community was exemplary.

Enfield's Teacher of the Year for FY04-05 was Mr. Mark Dube, PE/Health teacher at Fermi High School. Mr. Dube was instrumental in successfully piloting a new course, "Teen Leadership" that will be expanded upon in the new school year.

All of our schools engaged in activities and events that deserve recognition. Rather than attempting to list a few highlights, we refer the reader to our Website, www.enfieldschools.org. Each school has their individual page on the website. By referencing these pages, you can gain an understanding of the activities and events that our students and staff engage in.

Finally, we invite you to visit our schools and attend school events. School calendars are on the website.

Sincerely,



John Gallacher, Ph.D.
Superintendent of Schools



Seated L to R: Ms. Judith Apruzzese-Desroches; Ms. Susan A. Lavelli-Hozempa; Mrs. Sharon A. Racine, Chairman; Mrs. Donna J. Corbin Sobinski, Secretary; Ms. Joyce P. Hall.
Standing L to R: Mr. Albert B. Harrison, Vice Chairman; Mr. Sam McGill, Jr.; Mr. Chuck Johnson; Mr. Andre V. Greco.

Council Appointed

Area 25 Cable Television Advisory Committee
Board of Assessment Appeals
Commission on Aging
Connecticut River Assembly
Connecticut Water Company Advisory Council
Cultural Arts Commission
Enfield Beautification Committee
Enfield High School Building Committee
Enfield Housing Partnership
Enfield Revitalization Strategy Committee
Ethics Commission
Greater Hartford Transit District
Hazardville Water Company Advisory Council
Historic District Commission
Housing Authority
Human Services Advisory Commission
Library Board of Trustees
Loan Review Committee (Residential Rehabilitation)
North Central Regional Mental Health Board
North Central District Health Department
Patriots Award Committee
Planning and Zoning Commission
Prison/Town Liaison Committee/AKA Public Safety Committee Town of Enfield
Town Facilities Committee
Zoning Board of Appeals

Manager Appointed-Council Approved

Building Code Appeals Board
Fair Rent Commission
Housing Code Appeals Board
Inland Wetlands and Watercourses Agency

Manager Appointed

Conservation Commission
Economic Development Commission

Mayor Appointed

100 High Street Building Committee

Mayor Appointed - Council and Board of Education Approved

Joint Blue Ribbon Commission on Information Technology

As of April 2005

Town of Enfield

Description of Town Seal



The Enfield Town Seal is in the shape of a shield, enclosed in a double circle with a compass-like border. At the very top is the year 1683 - the year the Town was named and incorporated by the Colony of Massachusetts.

The Town name, Enfield, is inscribed in a scroll contained within the double circles and border under the year. The

shield is under the scroll within the circles and border.

At the top of the shield is a five-point crown, the trademark of Hallmark Cards, Inc.

Directly below the crown, within the shield, is a pile of cannon balls with a keg of gun powder on each side, representing the Hazard Powder Company, a manufacturer of gun powder during the Civil War.

A three-bladed propeller is on either side of the powder kegs symbolizing the Crestline Boat Company, a subsidiary of the Bigelow Sanford Company.

The Bigelow Sanford Company trademark, a weavers knot tied by a pair of hands on a pedestal, represents the nation's largest carpet manufacturing company at the time.

A tobacco plant flanks each side of the trademark depicting the Tobacco Valley in which the Town is located.

A star on each side of the shield, centered within the double circles and the border, stands for the Colony of Massachusetts and the Colony of Connecticut. A bottom scroll is inscribed with the state name, Connecticut.

Location

Enfield is located eighteen miles north of Hartford, eight miles south of Springfield, Massachusetts, and easterly of the Connecticut River. A suburb located in Hartford County, Enfield was named and incorporated by the Commonwealth of Massachusetts in 1683 and annexed to Connecticut in 1749.

Area: 33.8 square miles

Population:
Approximately 45,567

Land Use

There are 22,000 acres of land in Enfield. Of that total, 27% is for residential use. Commercial and industrial land uses are 9%. The Town enjoys 47% of its land devoted to open space. This includes parks, recreation areas, agriculture, and vacant land. Institutional uses comprise of 6%. Roads and waterbodies represent 11% of all acreage.

Form of Government Town Council, Town Manager,
Board of Education

Town Hall 820 Enfield St., Enfield, CT 06082

US Senators
Christopher J. Dodd.....258-6940
Joseph I. Lieberman.....549-8463

US Representative
Rob Simmons..... 1-800-822-4319

Governor
M. Jodi Rell566-4840

State Senator
John A. Kissel240-0531

State Representatives
Kathy Tallarita - 58th District240-8530
Stephen M. Jarmoc - 59th District.....240-8791

Town Government
Scott Shanley, Town Manager.....253-6350
Daniel T. Vindigni, Assistant Town Manager253-6350

Town Council
Patrick L. Tallarita, Mayor741-5161
Kenneth Hilinski, Deputy Mayor749-4187
Brian H. Peruta, District 1741-5634
William J. Edgar, Jr., District 2.....745-2920
Scott R. Kaupin, District 3749-1820
Douglas C. Maxellon, District 4745-1737
Patrick J. Crowley, Councilman at Large745-3671
William F. Lee, Councilman at Large.....749-4922
Cynthia Mangini, Councilman at Large763-0577
Kenneth R. Nelson, Jr, Councilman at Large.....745-5187
William Ragno, Councilman at Large.....763-5902

Board of Education
Sharon A Racine, Chairman.....745-4776
Albert B. Harrison, Vice Chairman.....741-0029
Judith Apruzzese-Desroches.....253-9559
Donna J. Corbin Sobinski749-9129
Andre Victor Greco749-3277
Joyce P. Hall.....745-2343
Charles L. Johnson, III745-1118
Susan A. Lavelli-Hozempa253-0677
Samuel McGill, Jr.745-5928

DIRECTORY OF TOWN SERVICES

Emergency Number for Fire and Police 911
 Police Department - 293 Elm Street
 Non Emergencies763-6400
 Dog Pound - 60 Parsons Road.....741-4042

Town Hall - 820 Enfield Street253-6300
 Assessor's Office253-6339
 Building Code Enforcement.....253-6370
 Economic Development253-6385
 Engineering253-6363
 Finance253-6330
 Human Resources/Personnel.....253-6345
 Information Technology253-6454
 Planning253-6355
 Inland/Wetlands253-6358
 Purchasing.....253-6329
 Tax Office/Collector of Revenue.....253-6340
 Town Attorney253-6405
 Town Clerk.....253-6440
 Town Manager253-6350
 Treasurer.....253-6326

Social Services - 786 Enfield Street.....253-6395
 Adult Day Care763-7538
 Community Development253-6390
 Congregate Living763-7519
 Child Day Care763-7003
 Dial-A-Ride.....253-6410
 Emergency Fuel253-6396
 Family Resource Center253-5212
 Housing & Code Enforcement253-6386
 Neighborhood Services.....253-6396
 Senior Citizens Center763-7425
 Youth Services253-6380

Public Works - 40 Moody Road763-7520
 Highway.....763-7561
Snow Removal/Leaf Collection763-7527
 Recreation253-6420
 Refuse Collection.....763-7524
Heavy Trash Collection763-7560
 Water Pollution Control253-6450

Central Library - 104 Middle Road763-7510
 Pearl Street Branch253-6433

Websites

Town of Enfield..... www.enfield.org
 4th of July Celebration www.enfieldcelebration.org

ENFIELD PUBLIC SCHOOLS

CENTRAL ADMINISTRATION

253-6557

Superintendent of SchoolsJohn Gallacher253-6531
 Assistant Superintendent of Schools ...Anthony Torre253-6533
 Adult Education Director.....Kathy Chapdelaine763-7032
 Athletic CoordinatorTrish Witkin253-6524
 Business ManagerChris Drezek253-6557
 Curriculum Director PK-6Linda Cavanaugh.....253-6549
 Curriculum Director 7-12Mary Henderson253-6558
 Facilities Director.....Arthur Pongratz253-6512
 Human Resources Director.....Craig Cooke.....253-6538
 Music Department Chairperson.....Marilyn Goodnite253-6529
 Nutritional Services Supervisor.....Eleanor McDaniel253-6511
 Partnership CoordinatorAmy Witbro253-6552
 Pupil Services DirectorDonna Gittleman253-6518
 Pupil Services CoordinatorAndrea Brinnel253-6519
 Pupil Services CoordinatorCindy Stamm.....253-6519
 Technology CoordinatorJoanne Kneiss272-5282
 TransportationNancy Skypek.....253-6534

SCHOOLS

School Closing Hotline253-5170
 Enfield High School253-5540
 Enrico Fermi High School763-8800
 John F. Kennedy Middle School.....763-8855
 Thomas G. Alcorn School.....253-6505
 Henry Barnard School.....253-6540
 Prudence Crandall School.....253-6464
 Enfield Street School.....253-6565
 Nathan Hale School763-8899
 Hazardville Memorial School.....763-7500
 Edgar H. Parkman School.....253-6570
 Harriet Beecher Stowe253-6580
 Eli Whitney School763-7540
 Head Start.....253-6470
 Terra Nova.....253-3179

OTHER RUN AGENCIES

Infoline..... 211
 Asnuntuck Community College253-3000
 Better Business Bureau203-269-2700
 Chamber of Commerce.....741-3838
 Food Shelf741-7321
 Health Department, 121 Pearl Street.....745-0383
 Loaves and Fishes741-0226
 Motor Vehicle.....263-5700
 Pesticides.....424-3369
 Probate Court, 820 Enfield Street253-6305
 Registrar of Voters, 820 Enfield Street
 Democratic253-6320
 Republican.....253-6321
 Unemployment Office.....741-4288

Sandbox Locations

Abbe Rd & Powderhill Rd	High St/Old Senior Center
Alden Ave & Enfield St	Jondot Dr
Alden Ave & Hartford Ave	Middle Rd
Asnuntuck St & Prospect St	40 Moody Rd @ Public Works
Booth Rd & Roy St	Old Town Hall - Route 5
Brainard Rd @ Prudence	Pleasant St & Chapel St
Broad Brook Rd & Abbe Rd	South Rd & Glendale Rd
Church St & College St	Taylor Rd & Sheridan Rd
Crescent Lake	Town Hall, Enfield St
Enfield St & Sunset Dr	Wagon Rd & Post Office Rd
John St	West Shore Dr
Hazard Ave & School St	Weymouth Rd & Deepwood Dr

Cover - Inland Wetlands and Watercourses Agency
Left to Right: Louis Tallarita, Frank Poirot,
Gretchen Pfeifer-Hall, Richard Szewczak, David
Wawer. Missing: Michael Moschetti.